

The Oaks Community Association 2018 Budget  
Revised

Account	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	October	Nov.	Dec.	Proposed 2018 Budget	Actual to 10.30	Revisions	Proposed Revised Budget
<b>Income</b>																
Assessments	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	341,088	284,240	-	341,088
	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	28,424	341,088			341,088
<b>Utilities</b>																
Electricity Billed	16,548	19,306	16,548	13,790	8,274	16,548	33,096	38,612	41,370	38,612	19,306	13,790	275,800	220,184	(30,000)	245,800
Gas Billed	15,040	16,920	15,040	9,400	8,460	6,580	4,700	3,760	1,880	2,820	3,760	5,640	94,000	72,999		94,000
Water Assessment	8,360	8,360	8,360	8,360	8,360	8,360	8,360	8,360	8,360	8,360	8,360	8,360	100,320	83,600	-	100,320
Sewer Assesemnt	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	8,500	102,000	61,267	-	102,000
Water Usage Charge	4,570	5,331	5,331	6,093	6,093	7,616	8,378	9,140	7,616	5,331	5,331	5,331	76,163	85,080	13,000	89,163
	53,018	58,417	53,779	46,143	39,687	47,604	63,034	68,372	67,726	63,623	45,257	41,621	648,283			631,283
<b>Total Income</b>	<b>81,442</b>	<b>86,841</b>	<b>82,203</b>	<b>74,567</b>	<b>68,111</b>	<b>76,028</b>	<b>91,458</b>	<b>96,796</b>	<b>96,150</b>	<b>92,047</b>	<b>73,681</b>	<b>70,045</b>	<b>989,371</b>			<b>972,371</b>
<b>Expenses</b>																
<b>Utilities</b>																
PG&E Electricity	8,274	11,032	13,790	13,790	16,548	30,338	46,886	46,886	38,612	22,064	16,548	11,032	275,800	243,313	(30,000)	245,800
PG&E Gas	19,740	15,040	9,400	8,460	3,760	1,880	940	940	940	1,880	7,520	23,500	94,000	47,542		94,000
Treated Water (JVID)	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-
Water Surcharge	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-
<b>Total Utility Expense</b>	<b>28,014</b>	<b>26,072</b>	<b>23,190</b>	<b>22,250</b>	<b>20,308</b>	<b>32,218</b>	<b>47,826</b>	<b>47,826</b>	<b>39,552</b>	<b>23,944</b>	<b>24,068</b>	<b>34,532</b>	<b>369,800</b>			<b>339,800</b>
<b>Water Treatment Plant</b>																
Raw	266	304	304	342	456	418	418	342	304	228	228	190	3,800	2,723	(500)	3,300
T-4 Contractor	400	400	400	400	400	400	400	400	400	400	400	400	4,800	2,393		4,800
Water Treatment Permits	333	250	333	334	333	333	334	333	333	334	334	333	4,000	3,000		4,000
WTP Monitoring Lab Testing	900	1,170	1,080	1,080	810	540	630	630	540	540	540	540	9,000	12,510	5,000	14,000
WTP Repairs	770	420	1,190	350	630	420	420	770	840	560	350	280	7,000	2,772	(4,000)	3,000
Electricity	1,140	1,330	1,330	1,710	1,710	1,900	1,900	1,900	1,900	1,520	1,330	1,330	19,000	16,298		19,000
WTP Supplies & Chemicals	720	840	840	960	960	1,200	1,320	1,440	1,200	840	840	840	12,000	9,342	(1,000)	11,000
WTP Internet	72	64	64	72	64	64	64	72	64	64	64	72	800	631		800
Training WTP	-	-	-	-	-	80	-	-	-	-	-	-	80	300	400	480
WTP Telephone	38	34	34	34	34	34	38	34	38	34	38	34	420	819	800	1,220
<b>Total Water Treatment Expense</b>	<b>4,639</b>	<b>4,812</b>	<b>5,575</b>	<b>5,282</b>	<b>5,397</b>	<b>5,389</b>	<b>5,524</b>	<b>5,921</b>	<b>5,619</b>	<b>4,520</b>	<b>4,124</b>	<b>4,019</b>	<b>60,900</b>			<b>61,600</b>
<b>Sewer Treatment Plant Expense</b>																
Electricity	900	1,050	1,050	1,050	1,200	1,200	1,500	1,650	1,800	1,500	1,050	1,050	15,000			15,000
Waste Water Permits	1,160	1,160	1,305	1,160	1,305	1,160	1,305	1,160	1,305	1,160	1,160	1,160	14,500	10,511		14,500
Monitoring Test	400	1,700	200	1,500	800	200	400	2,100	200	300	1,800	400	10,000	4,418	(3,000)	7,000
Repairs	425	350	150	150	325	300	125	350	125	75	75	50	2,500		(1,500)	1,000
Desel Fuel - WWTP	-	25	-	-	-	25	-	-	25	-	-	25	100	1,002	1,400	1,500
Training and OIT	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,200	1,000	1,000	1,000	1,000	12,200	8,400		12,200
<b>Total Sewer Treatment Expense</b>	<b>3,885</b>	<b>5,285</b>	<b>3,705</b>	<b>4,860</b>	<b>4,630</b>	<b>3,885</b>	<b>4,330</b>	<b>6,460</b>	<b>4,455</b>	<b>4,035</b>	<b>5,085</b>	<b>3,685</b>	<b>54,300</b>			<b>51,200</b>
<b>Maintenance Expenses</b>																
Pool & Spa Maintenance	220	275	440	660	495	605	715	715	825	385	110	55	5,500	7,350	2,000	7,500

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Repairs	780	1,040	1,170	1,300	1,300	1,430	1,300	1,300	1,300	780	780	520	13,000	12,214		13,000
Clubhouse Expense	424	424	424	424	424	477	424	477	477	477	424	424	5,300	6,135	1,500	6,800
Garbage	400	400	400	400	400	450	400	450	450	450	400	400	5,000	3,072		5,000
Fuel Cost	280	280	280	280	280	315	280	315	315	315	280	280	3,500	7,194	4,500	8,000
Park Maintenance	480	480	420	540	540	540	660	540	660	600	300	240	6,000	8,769	3,000	9,000
<b>Total Maintenance Expense</b>	<b>2,584</b>	<b>2,899</b>	<b>3,134</b>	<b>3,604</b>	<b>3,439</b>	<b>3,817</b>	<b>3,779</b>	<b>3,797</b>	<b>4,027</b>	<b>3,007</b>	<b>2,294</b>	<b>1,919</b>	<b>38,300</b>			<b>49,300</b>
<b>Payroll Expense</b>																
Community Manager	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	5,833	70,000	73,250	13,200	83,200
Clerical Salary	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	2,667	32,000	29,033	2,500	34,500
Wages Maintenance Staff	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	2,917	35,000	54,661	30,000	65,000
Wages Water Treatment Staff	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	5,417	65,000	56,830	1,200	66,200
Wages Sewer Plant	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000	19,800	2,000	26,000
Wages Night Watchman	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	2,083	25,000	13,145	(10,000)	15,000
Wages Playground Supervisor	-	-	-	1,470	2,940	2,940	2,940	2,940	2,940	1,470	-	-	14,700	12,139	(1,100)	13,600
Payroll Tax	2,500	2,250	1,750	1,750	1,750	2,120	2,250	2,250	2,250	2,000	2,000	2,000	25,000	27,056	4,000	29,000
ARM Payroll Service	92	92	92	92	92	92	92	92	92	92	92	92	1,100	1,865	1,000	2,100
Workers Compensation	917	917	917	917	917	917	917	917	917	917	917	917	11,000	9,813		11,000
<b>Total Payroll Expenses</b>	<b>24,425</b>	<b>24,175</b>	<b>23,675</b>	<b>25,145</b>	<b>26,615</b>	<b>26,985</b>	<b>27,115</b>	<b>27,115</b>	<b>25,645</b>	<b>23,925</b>	<b>23,925</b>	<b>23,925</b>	<b>302,800</b>			<b>345,600</b>
<b>Administrative Expense</b>																
Bad Debt expense	-	-	-	-	-	-	-	-	-	-	-	8,000	8,000			8,000
Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	1,698	1,700	1,700
Bank Fees	250	-	-	250	-	-	-	250	-	-	-	250	1,000	675	(200)	800
Dues and Membership	317	317	317	317	317	317	317	317	317	317	317	317	3,800	2,165		3,800
Park Billing Service	500	500	500	500	500	500	500	500	500	500	500	500	6,000	4,172		6,000
Internet Service	83	83	83	83	83	83	83	83	83	83	83	83	1,000	623		1,000
Water Usage	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-
Utilities	688	602	602	516	516	688	946	1,118	1,032	774	430	688	8,600	6,485	(250)	8,350
Telephone Expense	304	342	304	304	304	342	304	342	304	342	304	304	3,800	3,390		3,800
Alarm Service	96	108	96	96	96	108	96	108	96	108	96	96	1,200	581	(200)	1,000
Office Supplies and Expense	546	614	546	546	546	614	546	614	546	614	546	546	6,822	4,024		6,822
Cell Phone Expense - Staff	96	108	96	96	96	108	96	108	96	108	96	96	1,200	1,010		1,200
Security Supplies	40	-	40	-	-	-	40	-	-	40	-	40	200	431	250	450
Night Watchman Fuel	232	261	232	232	232	261	232	261	232	261	232	232	2,900	1,133	(1,000)	1,900
Postage and Shipping	306	34	34	255	34	34	68	34	34	34	357	476	1,700	1,031		1,700
Street Lights	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-
Mileage	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-
Neighborhood Watch	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-
Storage	17	17	17	17	17	17	17	17	17	17	17	17	200		(200)	-
Gate Remotes	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-
Social Activities	25	25	25	25	25	25	25	25	25	25	25	25	300	2,074	1,900	2,200
Admin Training	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-
Employee Services	-	-	-	-	-	700	-	-	-	-	-	-	700		(500)	200
Member Services	58	58	58	58	58	58	58	58	58	58	58	58	700	397		700
Misc. Admin Expense	10	10	10	10	10	10	10	10	10	10	10	10	125			125

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<b>Total Administrative Expense</b>	3,568	3,079	2,960	3,305	2,834	3,865	3,338	3,845	3,350	3,291	3,071	11,738	48,247			49,747	
<b>Insurance Expense</b>																	
Vehicle Insurance	250	250	250	250	250	250	250	250	250	250	250	250	3,000	1,335		3,000	
Commercial Insurance	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	11,631		12,000	
D & O Insurance	417	417	417	417	417	417	417	417	417	417	417	417	5,000	2,468		5,000	
Fidelity Bond	80	80	80	80	80	80	80	80	80	80	80	80	960	807		960	
<b>Total Insurance Expense</b>	1,747	1,747	1,747	1,747	1,747	1,747	1,747	1,747	1,747	1,747	1,747	1,747	20,960			20,960	
<b>Taxes and Permits Expense</b>																	
Taxes	83	83	83	83	83	83	83	83	83	83	83	83	1,000	332	(500)	500	
Permits and License	42	42	42	42	42	42	42	42	42	42	42	42	500	1,533	1,000	1,500	
Taxes and License	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>Total Taxes and Permits Expense</b>	125	125	125	125	125	125	125	125	125	125	125	125	1,500			2,000	
<b>Professional Fees</b>																	
Accounting	-	-	-	1,800	-	-	-	-	-	-	-	-	-	1,800			1,800
Legal Fees	-	-	250	-	-	-	250	-	-	-	500	-	1,000	7,141	6,500	7,500	
<b>Total Professional Fees</b>	-	-	250	1,800	-	-	250	-	-	-	500	-	2,800			9,300	
<b>Reserve Expense</b>																	
General	4,476	4,476	4,476	4,476	4,476	4,476	4,476	4,476	4,476	4,476	4,476	4,476	53,715			53,715	
Water	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	3,892	46,709		(46,709)	-	
Sewer	1,819	1,819	1,819	1,819	1,819	1,819	1,819	1,819	1,819	1,819	1,819	1,819	21,830			21,830	
Reserve Study	133	133	133	133	133	133	133	133	133	133	133	133	1,600			1,600	
<b>Total Reserve Expense</b>	10,321	10,321	10,321	10,321	10,321	10,321	10,321	10,321	10,321	10,321	10,321	10,321	123,854			77,145	
<b>Total Expenses</b>	<b>79,308</b>	<b>78,515</b>	<b>74,682</b>	<b>78,439</b>	<b>75,416</b>	<b>88,352</b>	<b>104,355</b>	<b>107,157</b>	<b>94,841</b>	<b>74,915</b>	<b>75,260</b>	<b>92,011</b>	<b>1,023,461</b>			<b>1,006,652</b>	
<b>Other Income</b>																	
HOA Late Fees	480	360	420	480	480	660	660	540	540	420	480	480	6,000	5,018	(500)	5,500	
Certified Letters	-	125	-	-	125	-	125	-	-	125	-	-	500	360		500	
Move In Fee	144	144	144	216	216	216	216	144	144	72	72	72	1,800	900	(500)	1,300	
NSF Fees	39	-	-	60	-	-	60	-	-	60	-	81	300			300	
Interest	225	225	225	225	225	225	225	225	225	225	225	225	2,700	1,137	(400)	2,300	
Document & Title Fees	330	385	385	440	440	550	550	605	495	440	440	440	5,500	4,700		5,500	
Social Committee	-	-	-	-	-	-	-	-	-	-	-	-	-	14		-	
Keys	-	-	-	16	27	36	11	-	-	-	-	-	90	150		90	
Violation & Fines	240	280	240	320	400	440	440	360	320	320	320	320	4,000	4,902	2,000	6,000	
RV Storage	720	840	840	1,080	1,080	1,200	1,200	1,200	1,080	1,080	960	720	12,000	9,350		12,000	
Clubhouse Rental	48	40	72	56	80	88	88	72	64	64	64	64	800	380	(409)	391	
Other Income	21	21	21	21	21	21	21	21	21	21	21	21	250	3		250	
Recycling	13	13	13	13	13	13	13	13	13	13	13	13	150			150	
<b>Total Other Income</b>	<b>2,259</b>	<b>2,432</b>	<b>2,359</b>	<b>2,927</b>	<b>3,106</b>	<b>3,448</b>	<b>3,608</b>	<b>3,179</b>	<b>2,901</b>	<b>2,839</b>	<b>2,594</b>	<b>2,435</b>	<b>34,090</b>			<b>34,281</b>	

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Net Income (Loss)	4,393	10,759	9,881	(945)	(4,198)	(8,875)	(9,289)	(7,182)	4,211	19,972	1,016	(19,530)	-	-	-	-